

## **SCEIS Fall 2019 Training Schedule Announced**

Twenty-six SCEIS classes have been scheduled for August through December 2019. The calendar below provides a high-level view of the upcoming SCEIS training opportunities. For more detailed information, including how to register for a class, click the link under the title of the class.

Learn More at sceis.sc.gov

**MySCLearning Tools** 

Aug	ust	201	9
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Wed., Aug. 14 and Thu., Aug. 15 Aug. 14 (9 a.m.–5 p.m.)

Aug. 15 (9 a.m.-5 p.m.)

Tue., Aug. 27 and Wed., Aug. 28

Aug. 27 (9 a.m.–5 p.m.) Aug. 28 (9 a.m.–5 p.m.) LMS200 MySCLearning System Administrator Training

Click here for class and registration information.

**PR217 Creating and Managing Purchase Orders** 

Click here for class and registration information.

September 2019

Wed., Sep. 4 (9 a.m.–5 p.m.) OM200 Organizational Management

Click here for class and registration information.

Thu., Sep. 5 (9 a.m.–5 p.m.) GL300 General Ledger Accounting

Click here for class and registration information.

Wed., Sep. 18 and Thu., Sep. 19

Sep. 18 (9 a.m.-5 p.m.) Sep. 19 (9 a.m.-5 p.m.) **PA250 Personnel Administration** 

Click here for class and registration information.

Tue., Sep. 24 (9 a.m.–5 p.m.) AR300 Accounts Receivable Invoice Processing

Click here for class and registration information.

Wed., Sep. 25 (9 a.m.–5 p.m.) LMS300 Advanced MySCLearning Administration

Click here for class and registration information.

Thu., Sep. 26 (9 a.m.–5 p.m.) FM300 Funds Management

Click here for class and registration information.

October 2019

Tue., Oct. 1 (9 a.m.–5 p.m.) TM400 Advanced Time and Leave Administration

Click here for class and registration information.

Thu., Oct. 3 (9 a.m.–5 p.m.) **PY200 Payroll Administration** 

Click here for class and registration information.



Tue., Oct. 8 and Wed, Oct. 9 Oct. 8 (9 a.m.–5 p.m.) Oct. 9 (9 a.m.–5 p.m.) **AP300 Accounts Payable Invoice Processing** 

Click here for class and registration information.

Thu., Oct. 10 (9 a.m.-12 p.m.)

**REP210 Reporting with BEx for Finance/Materials Management Users** 

Click here for class and registration information.

Mon., Oct. 14 and Tue., Oct. 15

Oct. 14 (9 a.m.–5 p.m.) Oct. 15 (9 a.m.–5 p.m.) **PS300 Project Systems** 

Click here for class and registration information.

Wed., Oct. 16 and Thu., Oct. 17

Oct. 16 (9 a.m.–5 p.m.) Oct. 17 (9 a.m.–12 p.m.) **TM200 Time Administration** 

Click here for class and registration information.

Tue., Oct. 22 (9 a.m.–12 p.m.)

REP210 Reporting with BEx for HR/Payroll Users

Click here for class and registration information.

Wed., Oct. 23 (9 a.m.-1 p.m.)

**AM300 Asset Masters and Asset Reporting** 

Click here for class and registration information.

Thu., Oct. 24 (9 a.m.–5 p.m.)

**AM315 Advanced Asset Management** 

Click here for class and registration information.

Wed., Oct. 30 (9 a.m.–5 p.m.)

TM300 Leave Administration

Click here for class and registration information.

Thu., Oct. 31 (9 a.m.–12 p.m.)

**ACA100 Affordable Care Act Reporting** 

Click here for class and registration information.

November 2019

Mon., Nov. 4 (9 a.m.-5 p.m.)

**OM200 Organizational Management** 

Click here for class and registration information.

Tue., Nov. 5 (9 a.m.–5 p.m.)

**GM300 Grants Management** 

Click here for class and registration information.



November 2019 (cont.)	Novem	ber	2019	(cont.)
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Wed., Nov. 6 and Thu., Nov. 7 Nov. 6 (9 a.m.–5 p.m.)

Nov. 7 (9 a.m.-5 p.m.)

**PR217 Creating and Managing Purchase Orders** 

Click here for class and registration information.

Wed., Nov. 13 and Thu., Nov. 14

Nov. 13 (9 a.m.-5 p.m.)

Nov. 14 (9 a.m.-5 p.m.)

LMS200 MySCLearning System Administrator Training

Click here for class and registration information.

Tue., Nov. 19 and Wed., Nov. 20

Nov. 19 (9 a.m.-5 p.m.) Nov. 20 (9 a.m.-5 p.m.) **PR260 Strategic Purchasing and Contract Management** 

Click here for class and registration information.

December 2019

Tue., Dec. 3 and Wed., Dec. 4

Dec. 3 (9 a.m.-5 p.m.) Dec. 4 (9 a.m.-5 p.m.) **PA250 Personnel Administration** 

Click here for class and registration information.

Thu., Dec. 12 (9 a.m.-5 p.m.)

LMS300 Advanced MySCLearning Administration

Click here for class and registration information.

If you have any questions about this SCEIS Training information, please email <a href="mailto:training.sceis@admin.sc.gov">training.sceis@admin.sc.gov</a>.